ePM News

Best of Luck, Bret

The ePM team would like to wish Bret Anderson well in his move to Arizona DOT. Bret was a key member of this team before he moved to Program Development. We'll miss you, Bret!!

New ePM Developments

Currently the ePM development staff is working on adding a module to allow the Statewide Transportation Improvement Program (STIP) to be created in ePM. UDOT's STIP is a five-year plan of highway and transit projects for the state of Utah. The STIP is published every year and includes transportation projects on the state, city, and county highway systems, as well as projects in the national parks, national forests, and Indian reservations.

Also in the works is a new Consultant Management System (CMS) module for ePM. CMS Module is used for generating, updating & tracking Consultant Contracts. This will be available in the near future for UDOT employees to retrieve and update information on Consultant Service Contracts.

New activity networks are in process, including an ITS network for TOC Projects and Cat Ex Design networks.

Screen 510: "Target Completion Dates"

This screen is used to assign dates to a PIN or to a network attached to a PIN.

PIN dates

PIN Dates include the Submit for Advertisement Date, the Advertising Date, and the Committed Advertising Date.

The Project Manager enters the **Submit for Advertisement Date**. This is the date when design work is to be completed and the project sent to Central Construction for advertising.

The Submit for Advertising Date is used to calculate the **Advertising Date**, which is the Saturday when the project is advertised in the newspaper for bids. The Advertising Date becomes the Committed Advertising Date when the program is locked at the beginning of the federal fiscal year.

The **Committed Advertising Date** is a measure of performance that is used on the Project Delivery List (PDL.) The Committed Advertising Date is used as a baseline for tracking project schedule performance. If this Current Advertising Date exceeds the Committed Advertising Date by less than 14 days, the project is highlighted in yellow; by more than 14 days, the PIN is highlighted in red.

Network Dates

Screen 510 displays all the activity networks that are associated with the PIN. For each network ePM displays the name of the network, the Start Date First Activity, the SPS Completion Date, the Finish Date, and the Float.

The **Start Date First Activity** is the date on which MPS should schedule the beginning of the first activity. After the initial duration and hours budgets have been set and locked on Screen 220, the Project Manager must enter the Start Date First Activity for each network on Screen 510. This gives the Management Units an accurate picture of their future workload.

If this is done for all projects, the managers can make more informed decisions about how much work can be handled by UDOT and which projects will need consultants.

The **SPS Completion Date** is the soonest date work can be completed on the PIN. It is the Greatest of (Next Run Date or Start Date 1st Activity) + CPM Remaining Duration.

The **Finish Date** is the estimated date when all work on the network will be completed. The Finish Date must be entered for each network if the PIN is to be included in the MPS run.

The **Float** is the number of days' difference between the SPS Completion Date and the Finish Date. Negative Float is allowed.

Only the Start Date and Finish Date can be updated.

The **Management Reserve** is the difference between the Committed Advertising Date and the Advertising Date. In other words, If the project is on time for advertising, the Management Reserve is zero. If the project is early or late the Management Reserve is positive or negative by the displayed amount of days.

Useful Tools for ePM Users:

1. Screen 745, "Comments"

Any time the status of a PIN is changed, a PIN is included or excluded from the run, or certain changes are made on Screen 505, ePM requires the person making the change to enter a comment. In this way we retain information on what changes were made and the reasons for them.

To see these comments, in the **Project Management module**, select **PIN Info** from the menu bar, then **Screen 745, "Comments."**

The comments entered when changes are made can be viewed on the "**Modifications**" tab. The name of the person who entered the comment and the date of the comment are displayed at top of the screen. You can see the comment, the screen where the change was made and the field that was changed. There is a little horizontal scroll bar at the left so you can move from one comment to the next.

Everyone should have access to this screen. If you do not, or if you have trouble viewing the comments, please let us know.

Using the Relationship Window

The Relationship Window is accessed from a button on screens in the Project Management and Program Development modules, including:

- Screen 510, "Target Completion Dates,"
- Screen 450, "Network Selector/Activity Generator,"
- Screen 710, "PIN/Project Setup,"
- Screen 220, "Activity Status."

This window allows you to view project information without leaving the screen you are working on. Click [Relationship] to display a window with interactive tabs.

The Relationship tab displays:
- The Master PIN
- All PINs connected to the Master PIN
- All Projects connected to the PINs
- All Job/Proj numbers connected to the Project Numbers and the status of each Job/Proj.

Double-click on any of these numbers to open a tab with information related to that number. For example, double-click on a PIN to open a PIN tab, on a project number to open a Project tab, etc.

The Master PIN tab displays information related to the Master PIN, including the improvement location and description, route numbers and direction.

The PIN tab displays information related to the PIN, including the PIN Type, PIN Description, PIN Status, Project Manager, Design Engineer, Route, Region/District, and County.

The Project tab displays information related to the Project, including the PIN, location, project concept, STIP Year, current cost estimate figures, etc.

The Job/Project tab displays information related to the Job/Project, including status, type, function, and responsible organization.

When finished viewing this information, click [Exit] to return to ePM.